

Charity Registration No: 1163835

Vyner Park Charity
DRAFT 2 Minutes of the Management Committee
Wednesday 20th November 2019 7.00pm, Nelson's

		ACTION
1.	Public Questions (5 mins): There were no public questions.	
2.	Present: Cllr Steve Woolfrey (SW) (Chairman), Cllr Andrew Ferguson (AF), Cllr Neil Mansfield (NM) Alison Cowen (AC), Elliot Smith (ES). Lynn Fahy (LF) represented Nelson's. Greg Anderson Park Steward (GA) was in attendance and took notes.	
3.	Apologies: Cllr Karen Howard-Row, Andrew Hastie and Jan Anderson.	
4.	Minutes of previous meeting 19th September 2019: – These were agreed as a true record and signed.	
5.	<p>Matters arising from the previous minutes 19th September 2019:</p> <p>5 (7c)– Kitchen & storage extension – LH provided an update: No funding yet put in place but some work may take place this winter via local contractors. LF indicated that Nelson's was re-considering the feasibility of a loan. SW reminder the Committee that Nelson's rent had been set earlier in 2019 on the basis that Nelsons would get a substantial loan and that it would need to be reviewed if a loan was not setup. AF suggested that an item be put on the agenda for the next meeting to consider if a further rent review was required.</p> <p>5 (7g) Items outstanding from annual site inspection (Update from GA).</p> <p>vi – Blockstore to be painted and weatherproofed – It was agreed this work would be postponed until spring 2020. (For May agenda).</p> <p>viii – Beading around external render needs attention – Checked and work not needed yet: Remove from future agenda</p> <p>x – Gaps in hedge & shrubs along main path & north side bowling green (SS). No action as yet but SS was aware it was outstanding.</p> <p>xiii –Remaining old sections of fence posts & wire in park to be removed (GA) – Most now removed only old fence posts at NE corner of park to do. GA was asked to do this work as a priority.</p> <p>xx – Sunk flagstones to rear of pavilion – SS was expecting to get a quote shortly using the same contractor she is using for other personal work. (SS).</p> <p>5(12b) Defibrillator – Update on Guardians from Sec: The two guardians have been contacted and have agreed to carry on, although this is now the responsibility of PC. For information, a new battery has been ordered by the Parish Council, who will now pay for battery and arrange fitting.</p>	Sec.

	<p>9 – Repair of panel on top of big slide in playground – update from GA who said this was in hand.</p> <p>10a – Carving of Tree stump at pedestrian entrance to park – quotes update (JR). Nothing additional to report at this stage.</p> <p>11 – Facebook/Website update – Feedback from Sec. Local resident has agreed to take this on, starting with Facebook. AC arranging for passwords to be supplied</p> <p>12 – Planting of new trees – SS has arranged planting of 50 trees on 30Nov19. Volunteers have been requested and many of the Committee will be helping.</p> <p>13b Overflowing NW sewer in Vyner Park – Update from AF: Surveys have been done by Northumbrian Water (NW). Blockages found along The Avenue but no blockages between double manholes, therefore, problem is most likely a capacity issue. AF has written to NW with a list of questions and a response is awaited. Expect update at next meeting. For information</p> <p>14 – Allotments – update from Clerk: Letter has been sent to Occupier of Site 3, but no improvement noted at time of meeting. Put on agenda for next meeting as little work likely to happen over winter months. Confirmed Site 8 (half site previously maintained by school) not wanted so can be absorbed into VP at convenient point in future.</p> <p>17.30 – Alison Cowen joined the meeting at this point.</p>	
<p>6.</p>	<p>Financial Matters:</p> <p>a. Financial Information (separately circulated): AF circulated prior to meeting accounts as of 19Oct19. Reserves of £7896 were noted by the committee allocated to various subfunds (see separate document). Projects were also approved for carpark and paths (see 7 below)</p> <p>b. Approval/Confirmation of cheques paid since last meeting & any additional payment needed. A list of cheques paid was approved as shown in the Accounts dated 19Oct19. In addition a cheques was approved for £165.72 for MUGA netting payable to GA. It was agreed to request payment through PC in order to reclaim VAT.</p> <p>c. Approval of accounts for year 2018/19: AF is to circulate final figures for 2018/19 accounts which can then be approved by email subsequent to the meeting.</p> <p>d. Budget 2020/2021 (Including grant request from Parish Council: AF presented accounts as of 19Oct19, together with projections for 2020/21 financial year. Based on projections of maintenance costs of park for 2020/21 it was agreed to request support form PC of £7000.</p>	<p>AF</p>
<p>7.</p>	<p>Car Park: – Update on extension and capital work for car park extension: AF confirmed to Committee that a grant of £2600 had been obtained from County Councillor Trevor Thorne for car park extension, contractor selected based on cost and quality and that work would begin shortly. Repair of unmetalled parts of car park had now been setup, contractor engaged and would start shortly at cost of £2k (to check). AF reported that a small amount of money had been saved from the car park work and he was proposing to spend this on improvements to the paths at the east end and path on rough dog exercise area. This was approved by the committee at a cost of around £600 (Check Andy) Improvement to bay marking (AF) would take place post car park work.</p>	

8.	Outdoor Gym: – Update from Sec: Report that County Councillor Trevor Thorne had donated £2000 towards the cost of this project and that transfer of money was correctly being sorted out. Previous discussions have tentatively identified £6000 as cost of a few pieces of kit and installation. AC agreed to look at catalogue and select suitable equipment. Sec asked to look into possible grants for remaining money by next meeting.	AC
9.	Pavilion & Sports facilities: LH said there was still a problem with dampness on the north wall of the pavilion where there is exposed blockwork. To go on agenda for next meeting. AF to investigate in meantime with ES and GA.	AF
10.	Firework display 2019 - Feedback on event: SW reported that the event went well, with no problems encountered although lower turnout than previous year. AF thanked Nelson's for the refreshments and for taking back unwanted bar stock. Cllr Stanley has written 'thank you's' to sponsors. LH said that there wasn't an advert on Facebook which we could do in 2020. Reflecting the same conclusion as the firework wash up meeting, it was agreed we would advertise in Facebook for next years event.	
11.	Urgent items and any other business: <ol style="list-style-type: none"> a. Football – AF said he has been contacted by a Felton resident making an enquiry about the cost of hiring the full sized football pitch for the season in 2020 for a junior team. The individual was also the contractor who carried out week-killing on parts of the park. AF said a sum of around £20/hr was discussed for hire of the field and was the same amount charged previously. Noted that the Felton resident had offered to do posts and mark pitch and help repair pitch. AF proposed resident does 2xweedspraying of paths/year in lieu of pitch fees. After consideration of the various costs involved this was agreed for the 2021 season. b. Business Rates review – SW said that a review is due by April 2020. We hoped that Nelsons would not have to pay based on being a 'not for profit' organisation and would push for discretionary exemption on this basis 	
12.	Correspondence: Email about moss and gravel on tennis courts – Discussion and agreement on way forward – After some discussion it was agreed that AC and John Cowan would spray with moss killer in the next few days Emailed complaint about aspects of VP maintenance, paths etc - Update on Swarland resident's concerns – Subsequent to AF last email no further response had been received at the time of the meeting.	
13.	Date of Next Meetings: – For discussion and agreement: Wednesday 12th February 2020 Wednesday 13 th May 2020 AGM Wednesday 16th September 2020 Nelsons review meeting	

	Tuesday 22nd September 2020	
	Wednesday 11th November 2020 (Meeting is 2 week before PC budget meeting).	
	Meeting finished at around 9:00 pm	

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